



21 October 2022

Dear Shareholder

## **Notice of General Meeting**

I am writing to give you notice of a General Meeting on Wednesday 9 November 2022.

The purpose of this meeting is to grant authority to allot shares and disapply statutory pre-emption rights. Historically, this has been requested and granted at our AGM.

If you are eligible and choose to attend the meeting, you will be required to comply with all reasonable requests to create a secure and safe environment.

You are encouraged to cast your votes in advance by proxy. Proxy votes on the resolutions set out in the meeting notice need to be received by our registrars, Neville Registrars Limited, no later than 10.30am on 7 November 2022. Further information about how to submit your proxy votes is set out in the notes to the meeting notice and the accompanying form of proxy.

Yours sincerely

Robert Macdonald  
Chairman

## PRIME PEOPLE LIMITED

*(Registered in England and Wales No: 01729887)*

### Notice of General Meeting

**Notice is given that a General Meeting of Prime People Limited (the “Company”) will be held at 2 Harewood Place, Hanover Square, London, W1S 1BX on Wednesday 9 November 2022 at 10.30am for the following purposes:**

To consider and, if thought fit, to pass the following resolution which will be proposed as an ordinary resolution:

1. That, in accordance with Section 551 of the Companies Act 2006 (the “Act”) the Directors be and are hereby generally and unconditionally authorised to exercise all powers of the Company to allot shares in the Company or grant rights to subscribe for or to convert any security into shares in the Company (“Rights”) up to an aggregate nominal amount of £340,433 representing approximately one-third of the Company’s issued share capital (excluding treasury shares as at the date of this notice) provided that this authority shall, unless renewed, varied or revoked by the Company, expire at the conclusion of the next Annual General Meeting or 15 months after the passing of this resolution (whichever is the earlier) save that the Company may, before such expiry, make offers or agreements which would or might require shares to be allotted or Rights to be granted after such expiry and the Directors may allot shares or grant Rights in pursuance of any such offer or agreement as if the authority conferred hereby had not expired.

This authority revokes and replaces all unexercised authorities previously granted to the Directors but without prejudice to any allotment of shares or grant of Rights already made or offered or agreed to be made pursuant to such authorities.

To consider and, if thought fit, to pass the following resolution which will be proposed as a special resolution:

2. That, subject to the passing of resolution 1, the Directors be and are hereby generally authorised to allot equity securities (as defined in Section 560 of the Act) for cash pursuant to the authority conferred by resolution 1 as if Section 561 of the Act did not apply to any such allotment, provided that this authority shall be limited to:
  - a) the allotment of equity securities in connection with a rights issue, open offer or otherwise in favour of the holders of ordinary shares in proportion (as nearly as may be practicable) to their respective holdings and to holders of other equity securities as required by the rights of those securities or as the Directors otherwise consider necessary, but subject to such exclusions or other arrangements as the Directors may deem necessary or expedient to deal with legal or practical problems in or under the laws of any territory or the requirements of any regulatory body or stock exchange, fractional entitlements or otherwise; or
  - b) the allotment of equity securities (otherwise than pursuant to paragraph a) above) to any person up to an aggregate nominal amount of £340,433 representing approximately one-third of the Company’s issued share capital (excluding treasury shares as at the date of this notice).

This authority will expire at the conclusion of the next Annual General Meeting or 15 months after the passing of this resolution (whichever is the earlier) save that the Company may, before such expiry, make offers or agreements which would or might require equity securities to be

allotted after such expiry and the Directors may allot equity securities in pursuance of any such offer or agreement as if the authority conferred hereby had not expired.

By order of the Board

Indigo Corporate Secretary Limited

Registered Office  
2 Harewood Place  
Hanover Square, London, W1S 1BX

**21 October 2022**

## PRIME PEOPLE LIMITED

### Notice of General Meeting *(continued)*

#### COVID-19

1. Members who are displaying symptoms of COVID-19 or who have recently been in contact with anyone who has tested positive are asked not to attend. If you are eligible and choose to attend the meeting you will be required to comply with all reasonable requests to create a secure and safe environment.

#### APPOINTMENT OF PROXIES

2. Members are entitled to appoint a proxy to exercise all or any of your rights to attend, speak and vote in your place. A form of proxy is enclosed. You can only appoint a proxy using the procedures set out in these notes and the notes to the form of proxy.
3. A member may appoint more than one proxy, who may be the same person, in relation to the General Meeting provided that each proxy is appointed to exercise the rights attached to a different share or shares held by that member.
4. A proxy need not be a member of the Company but must attend the meeting to represent you. The appointment of a proxy does not preclude a shareholder from attending any meeting at which the shareholder is entitled to vote and voting in person should the shareholder wish to do so.
5. To be effective, the form of proxy must be (i) completed and signed, (ii) sent or delivered to the Company's registrars, Neville Registrars Limited, Neville House, Steelpark Road, Halesowen, B62 8HD, and (iii) received by Neville Registrars Limited no later than 10.30 am on 7 November 2022. Any power of attorney or other authority under which the form of proxy is signed (or a notarially certified copy or a duly certified copy of such power or authority) must be included with the form of proxy.

#### CHANGING PROXY INSTRUCTIONS

6. To change your proxy instructions, simply submit a new proxy appointment using the method set out above. Note that the cut-off time for receipt of proxy appointments (see above) also applies in relation to amended instructions; any amended proxy appointment received after the relevant cut-off time will be disregarded. If you submit more than one valid proxy appointment, the appointment received last before the latest time for the receipt of the proxies will take precedence.

#### TERMINATING PROXY APPOINTMENTS

7. In order to revoke a proxy appointment, you will need to inform the Company by sending a signed hard copy notice clearly stating the intention to revoke the proxy appointment to the Company's registrars, Neville Registrars Limited, Neville House, Steelpark Road, Halesowen, B62 8HD. In the case of a shareholder which is a company, the revocation notice must be executed under its common seal or signed on its behalf by an officer of the company or an attorney for the company. Any power of attorney or any other authority under which the revocation notice is signed (or a notarially certified copy or a duly certified copy of such power or authority) must be included with the revocation notice. The revocation notice must be received by Neville Registrars Limited no later than 10.30 am on 7 November 2022. If you attempt to revoke your proxy appointment but the revocation is received after the time specified, your original proxy appointment will remain valid unless you attend the meeting and vote in person.

#### CORPORATE REPRESENTATIVES

8. A corporation which is a member can appoint one or more corporate representatives who may exercise, on its behalf, all its powers as a member provided that no more than one corporate representative exercises powers over the same share.